

**Town of Sunset Beach
Monthly Council Work Session
July 17, 2012**

MINUTES

Members Present: Mayor Richard Cerrato, Mayor Pro-Tem Lou DeVita, Councilman Wilson Sherrill, Councilwoman Karen Joseph, Councilman Mike Williams, and Councilwoman Carol Scott.

Members absent: None

Attorney & Staff Present: Gary Parker, Town Administrator; Richard Childres, Assistant Fire Chief; Donna Rogers, Finance Director; Dustin Graham, Public Works Director; Sandy Wood, Chief Building Inspector; Lisa Massey, Police Chief, Joe Smith, Detective, and Lisa Anglin, Town Clerk.

Mayor Cerrato called the Work Session to order. Mayor Cerrato stated “Does any member of the Council have a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda, and if so, please state so at this time?” No one spoke.

Park Survey

Mayor Cerrato and Councilwoman Scott objected to the wording and structure of the survey questions and requested that the survey be changed. The Council voiced concerns that Gary Parker did not send the final version of the survey to Council for approval prior to printing and stuffing envelopes. Gary Parker advised that the comments received from Council during the July 2, 2012 meeting and through emails the follow day were relayed to Withers & Ravenel the Park Design Engineers who amended the survey. Gary Parker advised that the mailing is ready to go. (A continuation of this discussion was delayed to the end of this meeting.)

Public Comments

None heard.

Feeder Canal/Pier Head Alignment Discussion

The Council, Sammy Varnam, Property Owner; Holly Snyder, CAMA Representative, and Staff discussed the request for a uniform pier head alignment for the feeder canal off of Jinx Creek which is the man-made canal from Cobia Street eastward to lot 37. The request for this pier head alignment is needed to maintain conformity and eliminate the different offsets that may be required by normal CAMA permitting, meaning that with Town approval of this proposed uniform pier head alignment all piers would go to the edge of the channel. Without the pier head alignment, piers will have to conform to the least stringent requirement enforced by CAMA. Holly Snyder recommended that the Council follow this approach otherwise by following the current CAMA rule the canal would result in piers of varying lengths reaching out into the canal as depicted on Marlin Street now. Councilwoman Scott raised concerns that adoption of this rule would result in one homeowner at the end of the feeder canal extending his dock farther out, which would block access except at high tide to the approximately 150 homeowners who currently use the canal to get to Jinx Creek. The Council reached a consensus to include the Feeder Canal/Pier Head Alignment discussion and possible ordinance adoption on the August 6, 2012 agenda.

West Brunswick High School (WBHS) Internship Program – Hugh Hirth

The Council and Mr. Hugh Hirth, WBHS Carpentry Teacher and Internship Program Coordinator, discussed allowing a student to shadow the Public Works Department employees to gain on the job training in the carpentry field. The program requires the student to work 135 hour in a semester plus maintain their academic schedule with a C-average. The student will work approximately 90 minutes per day. The Council reached a consensus to participate with the WBHS Internship Program by allowing one (1) student to work with the Public Works Department staff. Dustin Graham and Mr. Hirth will coordinate the schedule and complete all required paperwork.

Discussion of Offer of Dedication of Sandpiper Bay Roads

The Council reviewed the documentation provided with the request for the Town to accept the Sandpiper Bay Roads. The Council reached a consensus to include the discussion and possible acceptance of the Sandpiper Bay Roads on the August 6, 2012 agenda.

Consideration of Approval to Preserve Community Meeting Minutes in Sound Form

Lisa Anglin, Town Clerk, requested Council to allow the minutes of the eleven (11) Community Meetings to be preserved in audio form since these are informal meetings and no action by Council is expected to be taken. NCGS 143-318.10 (e) gives the Council the option to allow minutes to be in the form of sound instead of written form. The Council reached a consensus to allow the eleven (11) Community Meeting minutes to be preserved in audio form only.

Consideration of Text Amendment for Chapter 91 Civil Emergencies

The Council reviewed the Chapter 91 Civil Emergencies text amendment prepared by Attorney Isenberg.

MAYOR PRO-TEM DEVITA MADE A MOTION TO APPROVE THE TEXT AMENDMENT FOR CHAPTER 91 CIVIL EMERGENCIES AS WRITTEN. COUNCILWOMAN JOSPEH SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Review of the Draft Annual Report

The Council reviewed the draft Annual Report. The following article suggestions were made: underground power line project, ordinance changes made to improve safety, update on the bike path/pedestrian walkways, beach patrol, handicapped spaces, County agreement to replace the 2nd island water line and to improve the Sandpiper Bay water pressure, and the 50th Anniversary. Amendment suggestions for current articles included: removing individual Council member references, elaborating on the UDO article, reducing the size of the Landscaping article, including recognition of Tim Cate for the Bridge landscaping design and including the accommodations tax funds received in the pie charts.

Discussion of the Business Reception – Date, Time, Location, Etc.

The Council discussed the structure of the Business Reception and agreed to host the reception the week of November 12, 2012 either at Fire Station #1 or the Sea Trail Conference Center. Staff will develop a mailing list, notice flyer, formal invitation, location pricing, refreshment suggestions, and contact potential guest speakers. Staff will report back to Council with findings at a later date.

Discussion of the 50th Anniversary Celebration – March 26, 2013

The Council discussed the 50th Anniversary of the Town's incorporation which is March 26, 2013. Some suggestions included: printing and selling t-shirts with Town logo, parade, cookout, concert and a formal reception. Staff will develop an event outline for Council to consider at a later date.

Park Survey

Mayor Cerrato and Councilwoman Scott volunteered to unseal and reseal the envelopes in order for a slip of paper with additional questions to be included in each. Gary Parker advised that 5400 envelopes containing the numbered surveys and return envelopes have been sealed, sorted, and addressed.

COUNCILMAN SHERRILL MADE A MOTION FOR STAFF TO MAIL THE PARK SURVEY AS CURRENTLY PREPARED. MAYOR PRO-TEM DEVITA SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE. COUNCILMAN SHERRILL, COUNCILWOMAN JOSEPH, COUNCILMAN WILLIAMS AND MAYOR PRO-TEM DEVITA VOTED YES. COUNCILWOMAN SCOTT VOTED NO. THE MOTION CARRIED BY MAJORITY VOTE.

Misc. Discussion

Cape Side Street Lighting

Councilman Williams advised that a Cape Side Representative contacted him concerning the Town assuming the maintenance and expense of the street lighting within the Cape Side community. Staff informed the Council that Cape Side representatives have been previously informed of the procedure which includes contacting BEMC to ensure that the current lighting system (poles & lamps) within the community is consistent throughout in accordance with the Town ordinance. Then a formal request can be submitted to the Town for Council consideration to accept the street lighting system within the Cape Side community. Councilman Williams will relay this information to the representative who contacted him.

Boat Ramp/Fishing Pier Parking

The Council discussed the purpose of the additional parking spaces installed at Town expense in the right-of-way in front of the Twin Lakes Restaurant. Gary Parker advised that the additional spaces are public parking spaces intended for patrons of the fishing pier since the boat ramp designated parking spaces are only for vehicles pulling trailers. The Council discussed complaints that have been received concerning restaurant patrons using the spaces which are intended for fishing pier patrons. The Council considered installing signs. The Council reached a consensus to include a discussion concerning the Boat Ramp/Fishing Pier Parking on the August 6, 2012 agenda.

Public Comments

Charles Nern 647 Oyster Bay Drive – advised that in the past Eddie Walter has done research on the Shoreline Drive East right-of-way and suggested Gary Parker contact him before contacting NC DOT.

COUNCILWOMAN JOSEPH MADE A MOTION TO ADJOURN THE JULY 17, 2012 WORK SESSION. COUNCILMAN SHERRILL SECONDED THE MOTION. MAYOR CERRATO CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

TOWN OF SUNSET BEACH

Richard Cerrato, Mayor

Submitted by:

Lisa Anglin, Town Clerk